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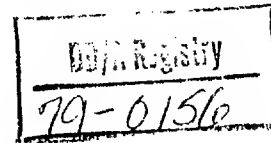


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EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503

JAN 8 1979



MEMORANDUM TO THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: Federal Information Processing Standards Program

The Federal Government is making increasing use of automatic data processing to manage government programs more effectively and improve the delivery of services to the public. However, there is growing evidence that these resources are not being acquired and used as efficiently as possible.

A sound Federal information processing standards program can improve efficiency and produce significant savings for the American taxpayer. For example, standards for system development, performance assurance and computer security can reduce losses attributable to improper payments or fraud and theft.

The savings expected from the existing Federal Information Processing Standards program, created in 1965, have not materialized. Standards were not developed when needed, and agencies have frequently failed to implement those standards which were developed. Therefore, we intend to revitalize this effort under the leadership of the Department of Commerce. The Department is clarifying its goals and objectives, establishing a mechanism for setting priorities, and measuring the costs and benefits of the standards.


I urge you to assist the Secretary of Commerce in this important effort. You should appoint a senior management official who will be responsible for developing your agency's policies and procedures and overseeing their implementation. This official should also assist the Secretary of Commerce, as appropriate, in the following areas:

- Identifying high priority standards requirements.
- Assuring the development of effective standards.
- Evaluating the effectiveness of existing standards.
- Measuring the degree of agency compliance with Federal standards.

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Please provide the name, title and telephone number of this official to the Secretary of Commerce and the Office of Management and Budget by January 19, 1979.

Beginning in 1979, the Secretary of Commerce will prepare an annual report on our progress. I ask each of you to take a personal interest in the success of this important effort.



John P. White  
Deputy Director

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